



16790

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From: Commandant  
To: Directors of Auxiliary

Subj: AUXILIARY AWARD PROGRAM CHANGES

Ref: (a) Awards and Recognition Quality Action Team (QAT) Report 12-14 Mar 99  
(b) COMDTINST M16790.1E, Auxiliary Manual  
(c) COMDTINST M1650.25B, Coast Guard Medals and Awards Manual

1. Effective immediately, the Auxiliary awards system is changed to incorporate the recommendations of an Auxiliary Quality Action Team (reference (a)). The changes include the addition of an Auxiliary Commandant Letter of Commendation Award and Auxiliary Annual Service Performance Awards. Also, other Auxiliary awards have been renamed. These combined changes are intended to better align and parallel the Coast Guard and Auxiliary award systems, provide Coast Guard unit commanders with familiar awards and criteria, and fill a "recognition gap" in the Auxiliary awards system.

- a. Auxiliary Commandant Letter of Commendation Award (ACLOC): This award is the Auxiliary's equivalent to the Coast Guard's Commandant Letter of Commendation (CLOC) award. Coast Guard unit commanders/Directors of Auxiliary can prepare award citations using the same criteria, format and style as the CLOC. The award is intended for Auxiliarists serving in any capacity with the Coast Guard or Auxiliary for an act of service resulting in unusual and/or outstanding achievement, whose performance is lesser than that required for the current Award of Merit. The award can also be used to recognize an Auxiliarist's service/performance for a special event or project. Commanding Officers/ Group Commanders, Directors of Auxiliary, division chiefs of headquarters, MLC, ISC or District offices, O-4 and above, may approve the ACLOC. Recommendations are made on the CG-1650 award recommendation form and submitted to the approving official, via the member's chain of command or chain of leadership and management. Additional award information is as follows:

1. The ribbon is similar to the Coast Guard Letter of Commendation ribbon, with the addition of a vertical white stripe in the middle to identify the ribbon as an Auxiliary award. Also, the Auxiliary award consists of both a ribbon and a miniature medal (the Coast Guard award is a ribbon only). The "O" device may be authorized, per reference (c), (i.e. direct participation in missions of an underway nature). Members indicate multiple awards by adding a 5/16" gold or silver stars (reference (b)).
2. The precedence for the ACLOC ribbon is immediately below the current Auxiliary Award of Merit and above the Coast Guard Sustained Auxiliary Service Award.

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- b. Auxiliary Annual Service Performance Awards: These awards recognize the individual contributions of members in the Auxiliary Recruiting, Vessel Examination and Marine Dealer Visitation, Public Education, and Operations programs. Similar to the discontinued AMOS awards, the annual performance awards are to promote activity in critical areas and recognize individual efforts. The awards will use the old AMOS ribbons (presently in stock at the ANSC), with an additional device to distinguish the new system from the discontinued awards, and will include a miniature medal with device and citation (under development). Multiple awards for subsequent years are indicated by adding 3/16" bronze or silver stars. One award in each category may be issued to a member each calendar year, as the award is earned. The Annual Performance Auxiliary Recruiting Service Award uses the same ribbon as the discontinued AMOS Member Resources Award with an "S" device, the Auxiliary Vessel Examinations/ Marine Dealer Visitation Service Award uses the AMOS Vessel Examination ribbon with a "V" device, the Auxiliary Public Education Service Award uses the AMOS Public Education ribbon with an "E" device, and the Auxiliary Operations Service Award uses the AMOS Operations ribbon with either an "S" or "O" device as prescribed below. Members may continue to wear the old AMOS ribbons previously earned, however, when a new ribbon of that same category is awarded under the new system, only the new Annual Performance Service ribbon (with associated device) is worn (for example, when earned, the Annual Performance Auxiliary Recruiting Service Award with an "S" device replaces the wearing of the discontinued AMOS Member Resources Award). Annual Performance Service Awards may be issued in the following categories using the following criteria (completed annually by calendar year – 1 January through 31 December), no retroactive entitlement authorized. Once a member is determined eligible for an award it may be presented when an appropriate presentation opportunity arises; it is not necessary to wait until the end of the year to present the award.

1. Auxiliary Recruiting Service – for recruiting seven or more new members into the Auxiliary as determined and credited through the Flotilla Commander.
2. Vessel Examinations/Marine Dealer Visitations Service – for Vessel Safety Checks (VSC), which includes examinations of recreational boats, personal watercraft, commercial fishing vessels and uninspected passenger vessels; or Marine Dealer Visits (MDV's). Complete sixty or more vessel safety checks, or conduct sixty or more marine dealer visits, or conduct a combination of VSC's, CFVE's and MDV's, which totals at least 60 checks/visits. Also, the award may be earned by conducting a total of 20 commercial fishing vessel examinations.
3. Public Education Service – for instructor and/or instructor aide hours. Complete thirty or more hours of instruction (in PE or MT), or serve as an instructor's aide for sixty or more hours, or complete a combination of instructor hours and instructor aide hours to total at least thirty credits (one instructor hour equals one credit and one aide hour equals one-half a credit; for example, 20 hours as instructor equals 20 credits and 20

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hours as an aide equals 10 credits, totaling 30 credits and qualifying to receive the award).

4. Operations Service – support to CG units and missions, which includes surface operations, air operations and operational watchstanding (such as communications watchstander, OOD, manning the SAR desk, etc.). Operations support does NOT include administrative support to operational units, such as answering the office phones, filing case files, and service in the DIRAUX office.
  - a. Displays the support “S” device for support activities not involving the movement of a facility; (i.e. watchstanding). This is also for on the water or airborne training evolutions. Complete 200 or more hours of operational support activity as included in categories 07, 20, 21, 22, 23, and 55 identified on AUXMIS report 4 (ANSC 7030).
  - b. Displays the operational “O” device for underway (excluding underway for training), surface mission activity (60 or more hours); or for airborne aviation mission activity (excluding training) (30 or more hours). Support for on-the-water readiness exercises does qualify as operational service. No combination of surface and air operations is allowable for this award. Support activity includes categories, 01, 02, 03, 24, 25, 26, 27, 28, 30, 31, 32, 33, 51, 52, 53, and 54 identified on AUXMIS report 4. Activities 30 (AtoN - Federal) and 31 (AtoN – private) and 32 (Bridge Administration) should be for afloat activity, vice ashore, for this award.
5. The data to support the above ribbons will be obtained from AUXMIS printouts, with the exception of Auxiliary recruiting information, which may be provided by the DSO-PS. Directors of Auxiliary, O-4 and above, have authority to issue the awards once the member has performed the prescribed activity levels. Ribbons can only be earned once per calendar year.
6. The Auxiliary Recruiting Service Award is immediately above the Coast Guard Recruiting ribbon (refer to paragraph 2) in the Auxiliary Award order of precedence. The Auxiliary Vessel Examinations/Marine Dealer Visitations, Public Education and Operations Service Awards rank immediately below the Flotilla Meritorious Achievement Award. These awards are worn in the order first earned.
- c. Renaming of Auxiliary Awards: The names of several Auxiliary awards are changed to better align the Auxiliary and Coast Guard active duty awards systems and assist Commanding Officers/Group Commanders, and others to better understand – and make better use of – Auxiliary awards. The award changes and alignment are as follows:

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1. Award of Merit – changed to “Auxiliary Achievement Award” (with “O” device for operations). The Auxiliary Achievement Award is for an act of individual sustained service; sustained service is defined as one year or more.
  2. Award of Administrative Merit – changed to “Auxiliary Commendation Award” (no “O” device authorized). Criteria remains as defined in chapter 11 of the AUXMAN.
  3. Award of Operational Merit – Remains the same; equivalent to “Coast Guard Commendation Medal” with “O” device (no “O” device is worn since the award is operational by definition). The award is for meritorious operational service in recognition of outstanding achievement or skill in performing an assist, rescue or other operational service. The Award of Operational Merit is issued only for underway operations – aircraft or boat/ship. Support missions (i.e. watchstanding, staff positions) are not eligible for this operational award.
  4. Auxiliary Meritorious Service Award – Remains the same; equivalent to the Coast Guard Meritorious Service Medal.
  5. Plaque of Merit – Remains the same; equivalent to Coast Guard Medal.
  6. Auxiliary Distinguished Service Award – Remains the same; equivalent to Distinguished Service Medal.
- d. Awards for recruiting personnel into the Coast Guard active duty or reserves:
1. Per ALDIST 003/96 (Revised Eligibility for Recruiting Service Ribbon), Auxiliarists who complete the Coast Guard recruiter PQS and have augmented a recruiting office for 2 years are eligible for the Coast Guard Recruiting Service ribbon. Auxiliarists apply via the Coast Guard recruiter at the recruiting office they augment. Approval authority is the Director, Coast Guard Recruiting Center.
  2. Also, awards issued for recruiting per ALCOAST 095/98 (Revised Incentive Program for Assistance to Recruiting), have been modified, and Auxiliarists will now be awarded an ACLOC for their first person referral that results in an enlistment and an Auxiliary Achievement Award for their third person referral that results in an enlistment. This includes recruiting under the Recruiting Assistance Program (RAP). Auxiliarists apply via the Coast Guard recruiter at the recruiting office they augment. Approval authority is the Director, Coast Guard Recruiting Center.

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3. Auxiliarists will also be awarded an ACLOC for the first person they recruit and an Auxiliary Achievement Award for their third person they recruit who successfully enter the Academy under the Academy Introduction Mission (AIM) program. Auxiliarists apply via their Auxiliary chain of leadership and management to their Director of Auxiliary (O-4 and above), who can approve and issue the awards.
2. The above changes will be incorporated into the Auxiliary manual, the Coast Guard Medals and Awards Manual, and other publications as necessary.



MARK S. KERN

By direction

Copy: COMDT (G-W), (G-M), (G-O), (G-OC), (G-WPM-3)  
CGRC

All Activities, Groups, MSOs, Cutters (electronic distribution)

All District (o), (m), DIRAUX

NEXCOM, DCO's, National Staff